



**MEMO**

**To : FISCAL COMMITTEE  
VICTORIA RUSNAK, CHAIR  
VACANT, MEMBER**

**Date: October 7, 2013**

**From : WILLIAM G. BRENNAN  
DAWN KINDEL  
SUZANNE LUKE**

**Subject: BOARD FINANCIAL CONDITION REPORT FOR THE PREVIOUS  
FISCAL YEAR**

The following is a financial summary of the Board's expenditures and revenues through the end of Fiscal Year 2012-2013.

<b><i>Expenditures</i></b>		<b><i>Revenue</i></b>	
Budget Appropriation	\$1,532,881	Beginning Reserve Balance	\$796,423
Expenditures	\$1,333,269	Revenues	\$1,421,466
Unexpended Appropriation	\$199,612	Total	\$2,217,889
		Current reserve balance	\$884,620

The Board expended 87% of its appropriated budget through the end of fiscal year 2012-2013.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 324-6197, or Dawn Kindel at (916) 323-7201.

Attachments as stated

cc: Bismarck Obando, President

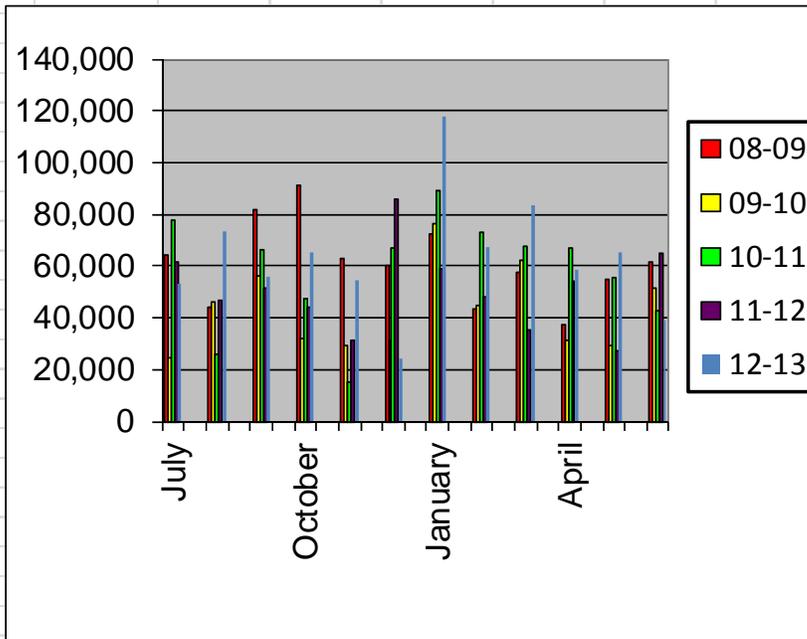
**New Motor Vehicle Board Fund Condition Statement - Fiscal Year 2012-2013**

Revenue and Expenditures July 1, 2012, through June 30, 2013 - (100% of fiscal year)

		2010-2011		2011-2012		2012-2013	
<b>BEGINNING RESERVES</b>		1,503,749		1,269,777		796,423	
Prior Year Adjustment		85,000	1	0	1	0	
Adjusted Beginning Balance		1,588,749		1,269,777		796,423	
<b>REVENUES</b>							
<b>NMVB Fees and Misc. Revenue</b>							
0100 Dealer License Fee		693,500		609,598		758,209	
0200 NMVB Filing Fee		20,000		10,200		9,400	
0300 NMVB Annual Fee		415,718		436,180		641,986	
0800 Miscellaneous Services		1,495		2,617		7,014	
1000 Arbitration Program		4,315		4,293		4,857	
<b>Total Revenues</b>		1,135,028		1,062,879		1,421,466	
Adjusted Beginning Balance		1,588,749		1,269,777		796,423	
<b>Totals, Resources</b>		2,723,777		2,332,656		2,217,889	
<b>EXPENDITURES</b>							
<b>Payroll Expense (includes benefits)</b>							
Budgeted		1,332,337		1,239,791		1,131,717	
Expended		1,048,673	2	1,199,202	2	1,013,530	2
			79%		97%		90%
<b>Operating Expense and Equipment (includes Pro Rata)</b>							
Budgeted		464,171		480,627		401,164	
Expended		229,786	2	321,683	2	246,971	2
			50%		67%		62%
<b>Encumbrance Balance</b>		10,460	3	15,348	3	72,768	3
<b>Total - Payroll and Operating Expense</b>		1,288,919	73%	1,536,233	86%	1,333,269	87%
<b>Additional Expenditures</b>							
<b>DMV Administrative charges</b>							
Budgeted		78,000		0		0	
Expended		78,000	4	0	4	0	4
			100%		0%		0%
<b>Total Budgeted</b>		1,962,460		1,720,418		1,532,881	
<b>Total Expended</b>		1,454,000	74%	1,536,233	89%	1,333,269	87%
<b>RESERVES</b>		1,269,777		796,423		884,620	
<p><sup>1</sup> Prior period appropriation adjustments were made to bring Motor Vehicle Account fund balances in line with the State Controller's Office.</p> <p><sup>2</sup> Totals were taken from DMV's final adjusted fiscal year end reports.</p> <p><sup>3</sup> Funds encumbered but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.</p> <p><sup>4</sup> Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail.</p>							

	08-09	09-10	10-11	11-12	12-13
July	64,378.00	24,410.00	77,425.00	61,348.00	53,013.00
August	44,302.00	46,120.00	25,727.00	46,748.00	73,243.00
September	81,850.00	55,892.00	65,997.00	51,201.00	56,175.00
October	91,245.00	32,016.00	47,635.00	44,136.20	65,145.00
November	62,632.00	29,561.00	14,951.00	31,360.00	54,507.00
December	60,091.00	31,576.00	67,125.00	85,745.00	24,508.00
January	72,292.00	76,368.00	89,255.00	59,179.00	18,120.00
February	43,561.00	44,830.00	72,766.00	47,813.00	67,025.00
March	57,683.00	62,482.00	67,566.00	35,325.00	83,469.00
April	37,161.00	31,570.00	66,708.00	54,074.00	58,635.00
May	54,676.00	29,077.00	55,457.00	27,493.00	65,369.00
June	61,769.00	51,575.00	42,888.00	65,167.00	39,000.00
Ytd	731,640.00	515,477.00	693,500.00	609,589.20	758,209.00

**DEALER FEES  
FIVE YEAR COMPARISON**



**NEW MOTOR VEHICLE BOARD**  
 EXPENDITURE REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2012-2013  
 (100% of fiscal year)

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>1000</b>	<b>PAYROLL EXPENSE</b>				
0030	Salaries - full time staff	709,402	682,622.00	26,780	
0330	Salaries - part time staff	70,768	48,835.00	21,933	
0630	Overtime	0	0.00	0	
0990	Salary Savings (minus)	0	0.00	0	
0020	TOTAL - salary expense	780,170	731,457.00	48,713	
1010	TOTAL - staff benefits	351,547	282,073.00	69,474	
<b>1000</b>	<b>CATEGORY TOTAL PAYROLL EXPENSE</b>	<b>1,131,717</b>	<b>1,013,530.00</b>	<b>118,187</b>	<b>10%</b>

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>3000</b>	<b>OPERATING EXPENSE AND EQUIPMENT</b>				
<b>2010</b>	<b>General Expense</b>				
2050	Dues and membership	586	3,745.00	-3,159	
2230	Library purchases	970	7,361.00	-6,391	
2260	Minor equipment	5,267	35.00	5,232	
2270	Office equipment - rent/ maintenance/ repair	1,406	0.00	1,406	
2380	Miscellaneous general expense	8,871	4,719.00	4,152	
2391	Miscellaneous office supplies	4,488	4,179.00	309	
2395	Meeting expense	3,513	2,086.00	1,427	
<b>2010</b>	<b>Total - General Expense</b>	<b>25,101</b>	<b>22,125.00</b>	<b>2,976</b>	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>2410</b>	<b>Printing</b>				
2440	Office copier expense - rent/ maintenance	9,286	153.00	9,133	
2480	Miscellaneous printing expense	0	2,180.00	-2,180	
<b>2410</b>	<b>Total - Printing</b>	<b>9,286</b>	<b>2,333.00</b>	<b>6,953</b>	

<b>2610</b>	<b>Postage</b>	<b>12,892</b>	<b>2,454.00</b>	<b>10,438</b>	
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ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>2910</b>	<b>Travel In-State</b>				
2920	Lodging, mileage, misc.	11,045	3,252.00	7,793	
2940	Commercial air transportation	0	6,574.00	-6,574	
2950	Rental cars	0	2,916.00	-2,916	
<b>2910</b>	<b>Total - Travel In-State</b>	<b>11,045</b>	<b>12,742.00</b>	<b>-1,697</b>	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>3110</b>	<b>Travel Out-of-State</b>				
3120	Lodging, mileage, misc.	0	0.00	0	
3140	Commercial air transportation	0	0.00	0	
3150	Rental cars	0	0.00	0	
<b>3110</b>	<b>Total - Travel Out-of-State</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	

<b>3320</b>	<b>Training</b>	<b>14,331</b>	<b>1,087.00</b>	<b>13,244</b>	
<b>3430</b>	<b>Rent - non State owned building</b>	<b>122,320</b>	<b>162,092.00</b>	<b>-39,772</b>	
<b>3445</b>	<b>Janitorial services</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	
<b>3450</b>	<b>Security services</b>	<b>10,332</b>	<b>0.00</b>	<b>10,332</b>	
<b>3470</b>	<b>Facilities planning - DGS</b>	<b>0</b>	<b>10,066.00</b>	<b>-10,066</b>	
<b>3960</b>	<b>Professional services - internal (Attorney General)</b>	<b>17,682</b>	<b>23,185.00</b>	<b>-5,503</b>	
<b>4020</b>	<b>Professional services - external (court reporters)</b>	<b>40,126</b>	<b>10,887.00</b>	<b>29,239</b>	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>4324</b>	<b>Data processing software</b>	<b>2,220</b>	<b>0.00</b>	<b>2,220</b>	
<b>4350</b>	<b>Data processing minor equipment</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	
<b>4380</b>	<b>Pro rata statewide expense</b>	<b>131,740</b>	<b>0.00</b>	<b>131,740</b>	
<b>4520</b>	<b>Equipment replacement</b>	<b>4,089</b>	<b>0.00</b>	<b>4,089</b>	

<b>3000</b>	<b>OPERATING EXPENSE AND EQUIPMENT</b>	<b>401,164</b>	<b>246,971.00</b>	<b>154,193</b>	<b>38%</b>
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<b>1000</b>	<b>PAYROLL EXPENSE</b>	<b>1,131,717</b>	<b>1,013,530.00</b>	<b>118,187</b>	<b>10%</b>
<b>3000</b>	<b>OPERATING EXPENSE AND EQUIPMENT</b>	<b>401,164</b>	<b>246,971.00</b>	<b>154,193</b>	<b>38%</b>
	<b>Total - Payroll and Operating Expense</b>	<b>1,532,881</b>	<b>1,260,501.00</b>	<b>272,380</b>	<b>18%</b>

	Pro rata statewide expense	1	(see above)	0.00	
	Encumbrance balance	2		72,768.00	

	DMV Administrative charge (no allocation)		0	0.00	0
	State Controller (State Operations)		0	0.00	0

**Grand total - fiscal year 2012-2013**      **1,532,881**    **1,333,269.00**    **87%**    **199,612**    **13%**

1 Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's report.

2 Funds encumbered (for specific purchases) but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.

DEPARTMENT OF MOTOR VEHICLES

Revenue Summary

fiscal year 2012-2013

June, 2013

	July	August	September	October	November	December	January	February	March	April	May	June	YTD
<b>Object Code 1213</b>													
0100-New MV Dir Lic.	53,013.00	73,243.00	56,175.00	65,145.00	54,507.00	24,508.00	18,120.00	67,025.00	83,469.00	58,635.00	65,369.00	39,000.00	758,209.00
0200-NM VB Filing Fee	200.00	800.00	1,800.00	1,000.00	1,600.00	400.00	1,000.00	800.00	800.00	0.00	800.00	200.00	9,400.00
0300-NM VB Annual Fee	13,555.00	618,174.00	8,147.00	2,110.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	641,986.00
<b>1213 Object Total</b>	<b>66,768.00</b>	<b>692,217.00</b>	<b>66,122.00</b>	<b>68,255.00</b>	<b>56,107.00</b>	<b>24,908.00</b>	<b>119,120.00</b>	<b>67,825.00</b>	<b>84,269.00</b>	<b>58,635.00</b>	<b>66,169.00</b>	<b>39,200.00</b>	<b>1,409,595.00</b>
<b>Object Code 1425</b>													
0800-Misc. Services	0.00	1,640.00	0.00	633.00	0.00	2,591.00	74.00	2,076.00	0.00	0.00	0.00	0.00	7,014.00
<b>1425 Object Total</b>	<b>0.00</b>	<b>1,640.00</b>	<b>0.00</b>	<b>633.00</b>	<b>0.00</b>	<b>2,591.00</b>	<b>74.00</b>	<b>2,076.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,014.00</b>
<b>Object Code 1614</b>													
1000-Arbitration Program <sup>1</sup>	0.00	0.00	0.00	0.00	0.00	0.00	4,857.00	0.00	0.00	0.00	0.00	0.00	4,857.00
<b>1614 Object Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,857.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,857.00</b>
<b>Revenue this Month</b>	<b>66,768.00</b>	<b>#####</b>	<b>66,122.00</b>	<b>68,888.00</b>	<b>56,107.00</b>	<b>27,499.00</b>	<b>124,051.00</b>	<b>69,901.00</b>	<b>84,269.00</b>	<b>58,635.00</b>	<b>66,169.00</b>	<b>39,200.00</b>	<b>1,421,466.00</b>
<b>Revenue</b>													
<b>Year to date</b>	<b>66,768.00</b>	<b>760,625.00</b>	<b>#####</b>	<b>#####</b>	<b>951,742.00</b>	<b>979,241.00</b>	<b>1,103,292.00</b>	<b>1,173,193.00</b>	<b>1,257,462.00</b>	<b>1,316,097.00</b>	<b>1,382,266.00</b>	<b>1,421,466.00</b>	<b>1,421,466.00</b>
<sup>1</sup> Reimbursement of costs associated with collection of Arbitration Certification Program Fees													